

DDA REGISTRY

ROUTING AND RECORD SHEET FILE 30-10

SUBJECT: (Optional)

1985 Program and Budget Submission

DDA Registry

FROM: DDA/MS
7D18 HQ

EXTENSION

NO.

83-0195/12

DATE 15 April 1983

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. O/Compt
4E06 HQ

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Attached are the FY 1985 DDA Standard Support Requirements (SSRs) for the Agency's New Initiatives. The SSRs are provided on individual CPB-1 forms (2 copies) for each New Initiative.

DDA/MS (15Apr 1983) STAT

Orig - Adse (w/att)
 1 - DDA Subject (w/o att)
 1 - DDA Chrono (w/o att)
 1 - DDA/MS Subject (w/att)
 1 - DDA/MS Chrono (w/o att)

Date **21 Apr 11 83**

ROUTINE AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EO/DDA	<i>[Signature]</i>	21 APR 1983
2.		
3. ADDA	<i>[Signature]</i>	21 APR 1983
4.		
5. DDA		22 APR 1983

Action	File	Note and Return
Approval	For Clearance	For Denunciation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DDA 83-0195/3

Copy of DA 1985 Program SSR book also provided to D/OP along with copy of attached. Memo and other items hand carried by EO/DDA at 1700 on 29 April 1983.

ba

DO NOT use this form as a RECORD of approvals, concurrences, disapprovals, clearances, and similar actions.

FROM: (Name, org. symbol, Agency/Post)	Room No. — Bldg.
<i>[Signature]</i> DDA/MS	7018 HQ
	Phone No. <i>[Signature]</i>

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.6

★ GPO : 1981 O - 361-529 (1+8)

STAT

30-10

Procedures for Applying SSRs to 1985 Initiatives

- 28 March -- Final draft of SSR booklet sent to all Offices, OP, COMPT, DDI, DDO, and DDS&T for comments.
- 4 April - 8 April -- DDI, DDO, DDS&T 1985 Initiatives available in DDA Registry for review by Office Directors and their designated representatives.
- 4 April - 8 April -- Six-member committee applies SSRs to DDA, DDI, DDO, and DDS&T New Initiatives.
- 11 April -13 April -- Briefings of Office Directors and/or their representatives on application of SSRs specifically relating to resources.
- 14 April -- Present SSRs to the DDA for approval.
- 14 April -- Offices submit appropriate CPB forms to Management Staff.
- 15 April -- SSRs forwarded to Comptroller.